

Protocol for Requesting Temporary and Mobile 30.06 Signage

1. The university employee responsible for approving / coordinating any of the following activities / events shall complete a “30.06 Signage Request Form,” available on the MSU PD website, and submit the form in accordance with the instructions, **no less than one week prior to the event start date**. This protocol is to be used for activities / events, falling into categories “a” through “g” below, which are scheduled for campus areas or facilities, which are not already permanently excluded from concealed carry. MSU PD will fulfill requests for the placing and removal of temporary / mobile signage, but reserves the right to determine the need for signage and how signage is to be displayed.
 - a. at a location where a high school, collegiate, or professional sporting event or interscholastic event is taking place as prohibited under section 46.035(b)(2) of the Texas Penal Code, or where a sports club or intramural athletic competition is taking place;
 - b. at a location used as a church, synagogue, or other established place of religious worship as prohibited under section 46.035(b)(6) of the Texas Penal Code;
 - c. at a location designated as a polling place on the day of a federal, state, or local election, including while early voting is in progress as set out in section 46.03(a)(2) of the Texas Penal Code;
 - d. at a location where the campus premises is used by a court unless the handgun is carried pursuant to written regulation or written authorization of the court in accordance with section 46.03(a)(3) of the Texas Penal Code;
 - e. at a location where services (e.g., activities/camps) to minors are provided, specifically locations used for Pre-K through Grade 12 activities/camps on the MSU Campus, including residence halls and other buildings used for summer camps and other scheduled activities where school-age children are on the MSU campus, SAT and ACT testing on the MSU campus, and University Interscholastic League (UIL) events held on the MSU campus;
 - f. at a location where intercollegiate, club, intramural, and sporting and athletic activities and events occur on the campus premises, specifically the D. L. Ligon Coliseum, MSU Softball, Soccer and Tennis Centers, and Redwine Wellness Center, and fields or other areas on campus premises utilized for such events; and
 - g. in the room or rooms where a meeting of a governmental entity is held and if the meeting is an open meeting subject to Chapter 551, Government Code, and the entity provided notice as required by that chapter.
2. A university employee responsible for coordinating or conducting a “...meeting, hearing, or other occurrence that involves formal grievances, discipline, dismissal, or remediation of students, faculty or staff;...” is responsible for insuring compliance with university policy 4.116 CARRYING CONCEALED HANDGUNS ON CAMPUS and may check out portable 30.06 signage from the MSU PD, 24-hours a day. Such employee is responsible for the posting and removal of signs and for returning the sign(s) to the MSU PD immediately upon conclusion of the event.

Signs are to be posted at each public entrance to the room in which the meeting, hearing, or other occurrence will be held, displayed in a conspicuous manner clearly visible to the public.

Signs are to be posted immediately prior to the start of the event, and removed immediately upon conclusion of the event.